

SUBJECT: SAINT LAWRENCE SEAWAY DEVELOPMENT CORPORATION  
ADVISORY BOARD CHARTER

1. **Committee's Official Designation (Title).** The Saint Lawrence Seaway Development Corporation Advisory Board.
2. **Authority.** The Saint Lawrence Seaway Development Corporation Advisory Board is established under 33 U.S.C. 982(b). The committee is being established in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C., App.
3. **Objectives and Scope of Activities.** The Saint Lawrence Seaway Development Corporation Advisory Board has the continuing responsibility for advising the Administrator on Corporation policies as they relate to the overall effective operation and development of the St. Lawrence Seaway.
4. **Descriptions of Duties.** The Advisory Board performs the following advisory duties:
  - (i) Reviews the overall general policies of the Corporation.
  - (ii) Periodically reviews the rules of the measurement for vessels and their cargoes transiting the St. Lawrence Seaway together with the rates of charges and/or tolls levied by the Corporation.
  - (iii) Reviews Corporation policies in connection with any major design and construction change of navigation facilities.
  - (iv) The advice and recommendations of the Advisory Board shall be the result of the members' independent judgments.
5. **Agency or Official to Whom the Committee Reports.** The Saint Lawrence Seaway Development Corporation Advisory Board will perform in an advisory capacity and report to the Administrator of the Saint Lawrence Seaway Development Corporation.
6. **Support.** The Saint Lawrence Seaway Development Corporation of the Department of Transportation shall provide administrative support for the meetings of the advisory board.
7. **Estimated Annual Operating Costs and Staff Years .** The estimated annual operating cost of the advisory board is \$11,000. Work-years of Saint Lawrence Seaway Development Corporation personnel directly allocable to advisory board activities are estimated to be less than the aggregate of one quarter person year. Members of the advisory board shall receive for their services as members such compensation as directed by statute. Presently they receive \$50 per diem when actually engaged in the performance of their duties, in addition to their necessary traveling expenses.

8. **Designated Federal Officer.** The SLSDC Chief of Staff will serve as the Designated Federal Officer (DFO). The DFO will approve or call advisory board meetings, prepare and approve all meeting agendas, attend all committee meetings, adjourn any meetings when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the SLSDC Administrator. The DFO will ensure that a notice of each meeting will be published at least 15 days in advance in the Federal Register. Meetings will be open to the public, except as specified in the meeting notice.
9. **Estimated Number and Frequency of Meetings.** There will be approximately four (4) meetings within a fiscal year. The meetings will occur approximately every three (3) months.
10. **Duration.** The Saint Lawrence Seaway Development Corporation Advisory Board is a continuing advisory committee and shall be active for so long as SLSDC remains a corporation. This charter will be reviewed and modified as necessary; however, such review will be conducted at least every 2 years from the date of filing.
11. **Termination Date.** The committee will terminate 2 years from the date of the committee's establishment.
12. **Membership and Designation.** The advisory board consists of five Special Government Employees (SGE) appointed by the President, by and with the advice and consent of the Senate. By law, not more than three of the members shall belong to the same political party.
13. **Subcommittees.** There will be no subcommittees.
14. **Recordkeeping.** The records of the committee shall be handled in accordance with General Records, Schedule 26, Item 2. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.
15. **Filing Date.** The charter is effective on November 5, 2010, which is the date it was filed with Congress.